

MEMORANDUM

Agenda Item No. 11(A)(8)

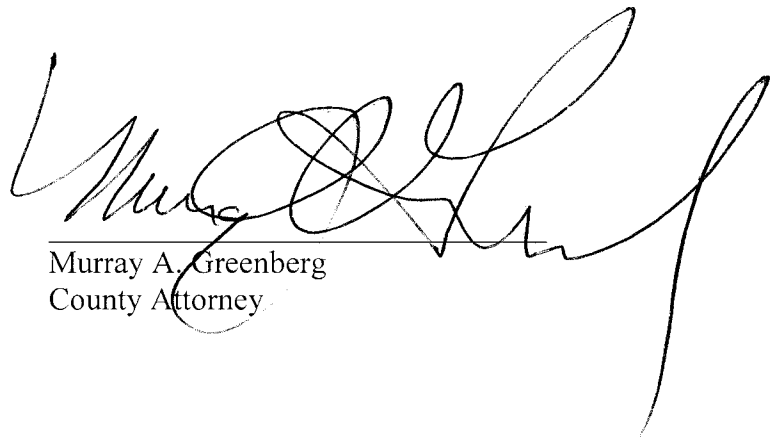
TO: Honorable Chairman Bruno A. Barreiro
and Members, Board of County Commissioners

DATE: May 8, 2007

FROM: Murray A. Greenberg
County Attorney

SUBJECT: Resolution retroactively
approving in-kind services
for the Sunrise Community
Hot Air Balloon Race

The accompanying resolution was prepared and placed on the agenda at the request of Commissioner Carlos A. Gimenez.



Murray A. Greenberg
County Attorney

MAG/bw



MEMORANDUM

(Revised)

TO: Honorable Chairman Bruno A. Barreiro
and Members, Board of County Commissioners

DATE: May 8, 2007

FROM: Murray A. Greenberg
County Attorney

A handwritten signature in black ink, appearing to read "Murray A. Greenberg", is written over the printed name.

SUBJECT: Agenda Item No. 11(A)(8)

Please note any items checked.

- ☐ "4-Day Rule" ("3-Day Rule" for committees) applicable if raised
- ☐ 6 weeks required between first reading and public hearing
- ☐ 4 weeks notification to municipal officials required prior to public hearing
- ☐ Decreases revenues or increases expenditures without balancing budget
- ☐ Budget required
- ☐ Statement of fiscal impact required
- ☐ Bid waiver requiring County Manager's written recommendation
- ☐ Ordinance creating a new board requires detailed County Manager's report for public hearing
- ☐ Housekeeping item (no policy decision required)
- ☐ No committee review

Approved _____ Mayor
Veto _____
Override _____

Agenda Item No. 11(A)(8)
5-8-07

RESOLUTION NO. _____

RESOLUTION RETROACTIVELY AUTHORIZING IN-KIND SERVICES FROM THE MIAMI-DADE PARK AND RECREATION DEPARTMENT, THE MIAMI-DADE FIRE RESCUE DEPARTMENT, AND THE MIAMI-DADE AVIATION DEPARTMENT FOR THE APRIL 14 AND 15, 2007 "SUNRISE COMMUNITY HOT AIR BALLOON RACE" SPONSORED BY SUNRISE COMMUNITY PROMOTIONS, INC., A NOT-FOR-PROFIT ORGANIZATION, IN AN AMOUNT NOT TO EXCEED \$5,352.00 TO BE FUNDED IN PART FROM THE COUNTYWIDE IN-KIND RESERVE FUND AND IN PART FROM THE NON-AD VALOREM PORTION OF THE FIRE RESCUE DISTRICT BUDGET

WHEREAS, Sunrise Community Promotions, Inc. has requested in-kind services from the Miami-Dade Park and Recreation Department, the Miami-Dade Fire Rescue Department, and the Miami-Dade Aviation Department for the April 14 and 15, 2007 "Sunrise Community Hot Air Balloon Race" event in an amount not to exceed \$5,352.00 (see attached Fee Waiver/In-kind Service Application); and

WHEREAS, the "Sunrise Community Hot Air Balloon Race" is a free event with the purpose to raise awareness and funds for the developmentally disabled population; and

WHEREAS, Sunrise Community Promotions, Inc. is a not-for-profit organization; and

WHEREAS, the "Sunrise Community Hot Air Balloon Race" event is a special event, as that term is defined on the attached Fee Waiver/In-kind Service Application, and \$2,382.00 of the in-kind services shall be funded from the Countywide In-kind Reserve Fund and \$2,970.00 of

the in-kind services shall be funded from the non-ad valorem portion of the Fire Rescue District Budget,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that this Board retroactively authorizes in-kind services from the Miami-Dade Park and Recreation Department, the Miami-Dade Fire Rescue Department, and the Miami-Dade Aviation Department for the April 14 and 15, 2007 "Sunrise Community Hot Air Balloon Race" event in an amount not to exceed \$5,352.00 to be funded in part from the Countywide In-kind Reserve Fund and in part from the non-ad valorem portion of the Fire Rescue District Budget.

The foregoing resolution was sponsored by Commissioner Carlos A. Gimenez and offered by Commissioner _____, who moved its adoption. The motion was seconded by Commissioner _____ and upon being put to a vote, the vote was as follows:

Bruno A. Barreiro, Chairman	
Barbara J. Jordan, Vice-Chairwoman	
Jose "Pepe" Diaz	Audrey M. Edmonson
Carlos A. Gimenez	Sally A. Heyman
Joe A. Martinez	Dennis C. Moss
Dorrin D. Rolle	Natacha Seijas
Katy Sorenson	Rebeca Sosa
Sen. Javier D. Souto	

Y

The Chairperson thereupon declared the resolution duly passed and adopted this 8th day of May, 2007. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

MIAMI-DADE COUNTY, FLORIDA
BY ITS BOARD OF
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By: _____
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.

MR

Monica Rizo

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FEB-23-2007 10:05 FROM:

TO: 3053726173

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**MIAMI-DADE COUNTY
FEE WAIVER/IN-KIND SERVICES APPLICATION**

COUNTY FEE WAIVERS OR IN-KIND SERVICES REQUESTED THROUGH THIS PROCESS ARE NOT EFFECTIVE UNTIL APPROVED BY
ACTION OF THE BOARD OF COUNTY COMMISSIONERS PURSUANT TO THE MIAMI-DADE COUNTY HOME RULE CHARTER

Please complete the following form and submit completed form along with requested materials, if applicable, to:

Special Events Staff
Communications Department
111 N.W. 1st Street, Suite 2510
Miami, FL 33128

Phone: (305) 375-2836
Fax: (305) 375-3968

Parks - \$1982
Fire - \$2890
Airport - \$400

Type of Event/Application (select one of the following):

- ☐ District Event - Event of minimal impact related to specific commission district (Complete questions 1-7, sign and date; copy will be submitted to the appropriate District Commissioner within two days of receipt of application.)
- ☐ Small Event - Event of minimal impact not necessarily related to a specific commission district. (Complete questions 1-7, sign and date.)
- ☒ Special Event - Event with expected attendance of less than 5,000 with localized impact limited to an individual community or municipality (Complete questions 1-12, sign, date and submit form no later than 60 days prior to event date.)
- ☐ Major Event - Large Event with expected attendance of over 5,000 or significant probability of protests, controversy, violence or vandalism (Complete questions 1-12, sign, date and submit form no later than 120 days prior to event date.)

1. Full legal name of the requesting organization: Sunrise Community Promotions, Inc

2. Applicant Status: (Select one of the choices below)

- ☒ Not-For-Profit or Tax Exempt ☐ Local Government or Public Entity
- ☐ For-Profit
- ☐ County Sponsored Event/Sponsoring Department _____
- ☐ Other (specify): _____

3. Name and contact information for single point of contact (address, phone, fax, e-mail address, etc.): _____

Margaret Rodriguez 9040 Sunset Drive, Miami, Florida 33173 - Tel: 305-273-3071 - Fax: 305-273-3071

4. Specify fee waiver or in-kind service requested (quantify, if applicable): _____

Showmobile, Bleachers, Overtime of Tamiami Airport employees required for event, facility fee, fire & rescue personnel, and rescue vehicle.

5. Name, date of event, description, and purpose of the event (if event is a fund-raiser, define the beneficiaries): _____

SUNRISE COMMUNITY HOT AIR BALLOON RACE - April 14th and 15th, 2007

To raise awareness and funds for the developmentally disabled population, which we have been serving for the past 40+ years

6. Please select ALL that apply to event:

- ☐ Economic Development: Event supports vitality or growth of the local economy
- ☐ Youth/Education: Event benefits youth of any age and/or offers educational benefits
- ☒ Health and Social Services: Event supports health-related causes and/or social programs or institutions that improve quality of life within the community
- ☐ Arts and Culture: Event supports music, theatre, literature, art or culture
- ☐ Environmental: Event benefits environmental concerns or promotes conservation
- ☐ Sports and Athletics: Event supports/promotes organized sports or recreational participation

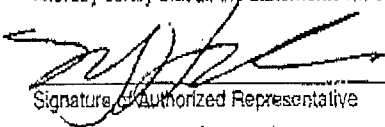
7. Physical address of event venues (please specify Commission District(s)): _____

KENDALL-TAMIAMI EXECUTIVE AIRPORT - DISTRICT 11 - COMMISSIONER JOE MARTINEZ

MIAMI-DADE COUNTY
FEE WAIVER/IN-KIND SERVICES APPLICATION

8. Description of regional or local impact: The local impact for this event is significant, as it will attract the local community and people from surrounding areas to participate in a one-of-a-kind tourism event.
9. Daily/hourly event schedule, including set-up and breakdown schedule (attach event calendar, if applicable): 6:00 AM to 7:00 PM ON Saturday April 14, 2007
6:00 am TO 12:00 N on Sunday April 15, 2007
10. Detailed description of event venues (map or schematic of event venues, access points, surrounding roadways and traffic flow diagrams, if applicable): SEE ATTACHED
11. Expected number of participants and estimated attendance (per day, if applicable): 5,000 PER DAY. TOTAL OF 10,000 + PARTICIPANTS EXPECTED TO ATTEND THE 2 DAY EVENT
12. Itemized budget, including total event budget, total budget of host organization, if applicable, and total commitment of resources (attach additional pages as needed): SEE ATTACHED

I hereby certify that all the statements made in this application are true and correct.


Signature of Authorized Representative

02/13/07
Date



24th Annual Sunrise Community Balloon Race

Event Schedule

Saturday, April 14th, 2007			
Start	End	Entertainment & Activities	Location
Throughout the Event!		DISCOVER ABILITIES EDUCATION STATION presented courtesy of Dorothy Wiggins-Adside Interactive displays tell of the progress made on behalf of people with disabilities...technology, "Rolling Rainbow - Art Form a Wheely New Perspective" and service information are featured!	
		Souvenir Sales	DISCOVER ABILITIES
6:00 am	9:30 am	KIDZ Zone Activities Bounce House, Slide, Face Painting, Coloring and More!	KIDZ Zone
		Balloon Race Midway Stroll & Roll the Midway! Stop and meet the many sponsors who have donated to our charitable event! Learn about their products/services and maybe even leave with a free goody or two!	Midway
6:00 am	9:30 am	Stage Opens	Main Stage
		IHOP Naranja Pancake Breakfast only \$5 & ALL \$\$\$ donated to Sunrise Community by IHOP! Great Food & a Great Cause! Come on, what could be better?	
6:15 am	6:30 am	Pilot Briefing - Public Welcome! Review of race rules and weather. Want to CREW with an aeronaut? Come to the Main Stage and Volunteer!	Main Stage
6:30 am	6:40 am	Invocation Scott Kaldahl National Anthem Nick Marinucci and Clyde Voce Color Guard presented by Sunrise Community, Inc	Main Stage
6:30 am		Balloon Launch (weather permitting)	Balloon Field (Time may be

Event Schedule

		subject to change due to weather conditions.)	
Start	End	Entertainment & Activities	Location
8:30 am	9:30 am	"Sunrise Star" © Competition <i>Qualifying Round</i> Middle and Senior High School students compete in singing competition. Finals this evening at 6 pm. 1 st , 2 nd & 3 rd Place Awards accompanied by gift certificates.	Main Stage
9:30 am	3:00 pm	Event Closed	
3:00 pm		Event Re-Opens! Meet Mc Gruff the Crime Dog	
3:00 pm	7:30 pm	KIDZ Zone Activities Bounce House, Slide, Face Painting, Coloring and More!	KIDZ Zone
3:00 pm	6:30 pm	Miami-Dade Police K-9 Demonstrations	Near Kidz Zone
4:00 pm	5:15 pm	Band	Cold Shot
5:15 pm	5:30 pm	Pilot Briefing – Public Welcome! Review of race rules and weather Want to CREW with an aeronaut? Come to the Main Stage and Volunteer!	Main Stage
5:30 pm		Balloon Launch (weather permitting)	Balloon Field (Time may be subject to change due to weather conditions.)
6:30 pm	7:00 pm	"Sunrise Star" © Competition <i>Final Round</i> Middle and Senior High School students compete in singing competition. 1 st , 2 nd & 3 rd Place Awards accompanied by gift certificates!	Main Stage
Sunday, April 15, 2007			
6:00 am	9:00 am	IHOP Naranja Pancake Breakfast only \$5 & <u>ALL</u> \$\$\$\$ donated to Sunrise Community by IHOP! Great Food & a Great Cause! Come on, what could be better?	
6:15 am	6:30 am	Pilot Briefing – Public Welcome! Review of race rules and weather. Want to CREW with an aeronaut? Come to the Main Stage and Volunteer!	Main Stage
6:30 am	6:40 am	Invocation Scott Kaldahl National Anthem Color Guard presented by Sunrise Community, Inc.	Main Stage
6:00 am	9:30 am	KIDZ Zone Activities Bounce House, Slide, Face Painting, Coloring and More!	KIDZ Zone
6:40 am		Balloon Launch (weather permitting)	Balloon Field (Time may be subject to change due to weather conditions.)

TO:3053726173

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Event Schedule

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9:00 am	Event Closes	
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SUNRISE COMMUNITY PROMOTIONS, INC.
Sunrise Community Annual Hot Air Balloon Race

2007 Detailed Project Budget

Administrative		\$33,568
	Event Director	7,700
	Assoc. Event Director	10,400
	Assistant to Event Director	4,638
	Sponsorship/Marketing Director	5,600
	Event Manager	2,770
	Customer Relations Coordinator	2,460
Artistic		\$12,100
	Musical Director	5,600
	Assistant Musical Director	2,308
	Artistic Coordinator	4,192
Technical		\$5,308
	Technical/Video Manager	
Outside Artistic Fees		\$4,000
	DJ	400
	Steel Orchestra	600
	Rock Band	2,000
	Pop/Rock Singing Group	1,000
Outside Other Fees		\$3,000
	Stage Manager	
Marketing/Publicity		\$35,000
	Miami Herald - 2X6 BW Ads.	4,000
	Welcome to Miami & the Beaches	500
	Direct Mail - RSVP	2,500
	Event Marketing/Program	8,000
	Promotions (Radio Spots)	20,000
Printing		\$6,000
	Granada Printing and Litho Art	
	Event Programs, Flyers and Post Cards	

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SUNRISE COMMUNITY PROMOTIONS, INC.
Sunrise Community Annual Hot Air Balloon Race

2007 Detailed Project Budget

In County Travel		\$5,500
Equipment Rental		\$6,000
	Stage & Bleacher Rental	3,132
	Dumpsters	680
	Portable Toilets	773
	1 Tent	1,415
Space Rental		\$2,000
	Kendall Tamiami Airport	
Insurance		\$2,000
Utilities		\$3,000
	Hamker Enterprises Electrical	
Supplies/Materials		\$14,000
Security		\$1,500
	50 State Security	
Signage		\$1,500
	Sign-A-Rama	
TOTAL PROJECT EXPENSES		\$225,144

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MIAMI-DADE FIRE RESCUE DEPARTMENT

SPECIAL EVENTS BUREAU

9300 N.W. 41 STREET

DORAL, FLORIDA 33178

OFFICE (786) 331-5000 / FAX (786) 331-4435

SPECIAL EVENTS OVERTIME ESTIMATE SHEET

Invoice Number: _____

Date: March 1, 2007

Control Number: _____

Prepared By: MICHEL ANTOINE

VENDOR INFORMATION

Name: SUNRISE COMMUNITY PROMOTIONS INC (INKIND SERVICES)

Billing Address: 9040 SUNSET DRIVE

City: MIAMI

State: Florida

Zip Code: 33173

Phone Number: 305-230-273-3063

Fax Number: 305-273-3071

PERSONNEL

Rank / Title	Overtime Hourly Rate	Quantity	Event Hours	Total
Chief Fire Officer	\$ 75.00			\$ -
Captain	\$ 65.00	1	18	\$ 1,170.00
Lieutenant	\$ 55.00			\$ -
Fire Fighter	\$ 50.00	2	18	\$ 1,800.00
Fire Prevention Inspector	\$ 55.00			\$ -
Beach Manager	\$ 30.25			\$ -
Lifeguard 2	\$ 26.75			\$ -
Lifeguard 1	\$ 22.75			\$ -
Civilian (Overtime Rate Only)	\$ 30.00			\$ -
DISPATCHER				
Personnel Total				\$ 2,970.00

EQUIPMENT

Type	Hourly Rate	Quantity	Event Hours	Total
Pumper	\$ 100.00			\$ -
QRV / TRT	\$ 65.00			\$ -
Rescue Truck	\$ 50.00			\$ -
Motorcycle Unit	\$ 40.00			\$ -
Rescue Cart	\$ 35.00			\$ -
Rigid Hull Inflatable Boat (RHIB)	\$ 35.00			\$ -
Personal Watercraft (PWC)	\$ 35.00			\$ -
Bicycle Unit	\$ 35.00			\$ -
Equipment Total				\$ -
Personnel Total				\$ 2,970.00
5% Administrative Fee				
Total Event Estimate				\$ 2,970.00

Please make checks payable to: Board of County Commissioners

Please note: The Board of County Commissioners set all rates through County Administrative Order 7-33.

NOTE: The above costs are only an **estimate** for your event. Any permit related inspection costs (tents, stages, etc.) and/or other related firewatch and rescue standby related costs will be borne by the vendor. Required permit inspections must be completed before occupying or use. After hours or weekend inspections will be billed at a rate of \$50.00 per hour with a minimum 4-hour charge.

Memorandum



Date: May 8, 2007

To: Honorable Chairman Bruno A. Barreiro
and Members, Board of County Commissioners

From: George M. Burgess
County Manager

Subject: Countywide In-Kind Reserve Request Recommendation

The Office of Strategic Business Management (OSBM) has reviewed the attached in-kind request and recommends for the item to move forward to the Board of County Commissioners for consideration. The countywide in-kind reserve balance allows for the funding of this request.

Background

A waiver for in-kind services is being requested by a not-for-profit organization Sunrise Community Promotions, Inc. for their Sunrise Community Hot Air Balloon Race to be held on April 14 and 15, 2007.

In-kind services have been requested in an amount not to exceed \$1,982 from the Park and Recreation Department for the showmobile and bleachers, \$2,970 from the Miami-Dade Fire Rescue (MDFR) for EMT services, and \$400 from the Aviation Department for overtime of airport employees for a total in-kind amount of \$5,352. The in-kind services in the amount of \$2,970 from the MDFR will be funded from the Fire District in-kind reserve fund. The remaining services totaling \$2,382 will be funded from the countywide in-kind reserve fund.

In FY 2006-07, Sunrise Community Promotions, Inc. received an allocation for \$2,500 from District 7 discretionary reserve funds and \$1,000 from District 11 discretionary reserve funds.

Inkind06707